

# Comparisons of Job Characteristics

**Focus Occupation:** Training and Development Specialists (13-1073)

**Associated Occupation:** Training and Development Managers (11-3042)

[Compare Knowledge](#)

[Compare Skills](#)

[Compare Abilities](#)

[Compare Detailed Work Activities](#)

[Compare Tools and Technologies](#)

<<	Focus occupation element is much lower
<	Focus occupation element is lower
0	Focus occupation element is at a similar level
>	Focus occupation element is at a higher level
>>	Focus occupation element is at a much higher level

## Knowledge

Similarity of Focus Occupation to Associated Occupation: 97

**Focus Occupation:** Training and Development Specialists (13-1073)

**Associated Occupation:** Training and Development Managers (11-3042)

Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
Education and Training	9.2	22.1	23.5	0	Current knowledge level may be sufficient
English Language	11.2	19.4	18.4	0	Current knowledge level may be sufficient
Customer and Personal Service	11.3	16.6	18.0	0	Current knowledge level may be sufficient
Personnel and Human Resources	5.6	16.6	12.8	<<	Extensive education and/or training may be required
Administration and Management	8.4	16.0	14.4	<	Expanded education and/or training may be required
Psychology	6.4	12.3	12.5	0	Current knowledge level may be sufficient
Sociology and Anthropology	4.1	11.4	11.5	0	Current knowledge level may be sufficient
Communications and Media	5.3	11.2	11.7	0	Current knowledge level may be sufficient
Sales and Marketing	5.2	10.4	10.6	0	Current knowledge level may be sufficient
Philosophy and Theology	3.2	6.7	5.1	<	Expanded education and/or training may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Skills

Similarity of Focus Occupation to Associated Occupation: 86

**Focus Occupation:** Training and Development Specialists (13-1073)

**Associated Occupation:** Training and Development Managers (11-3042)

Associated Occupation's Key Skills Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
Learning Strategies	7.2	18.5	15.2	<	A higher skill level may be required
Speaking	10.8	16.9	14.4	<	A higher skill level may be required
Instructing	7.8	15.5	14.3	0	Current skill level may be sufficient

Coordination	9.1	13.9	12.0	<	A higher skill level may be required
Active Learning	8.7	13.6	11.1	<	A higher skill level may be required
Management of Personnel Resources	6.9	13.6	10.0	<<	Extensive development of skills in this area may be required
Monitoring	9.9	13.6	13.2	0	Current skill level may be sufficient
Management of Financial Resources	3.3	12.8	4.7	<<	Extensive development of skills in this area may be required
Time Management	8.9	12.6	11.2	<	A higher skill level may be required
Persuasion	7.4	12.2	8.6	<<	Extensive development of skills in this area may be required
Systems Evaluation	6.4	11.3	10.1	<	A higher skill level may be required
Management of Material Resources	3.7	7.7	5.3	<<	Extensive development of skills in this area may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

Abilities		Similarity of Focus Occupation to Associated Occupation: 98			
Focus Occupation: Training and Development Specialists (13-1073) Associated Occupation: Training and Development Managers (11-3042)					
Associated Occupation's Key Abilities Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation	
Oral Expression	12.4	17.2	16.0	0	Current ability level may be sufficient
Speech Clarity	10.2	17.0	15.0	<	Some improvement in abilities may be required
Written Expression	9.8	14.8	14.3	0	Current ability level may be sufficient
Written Comprehension	11.0	14.2	13.7	0	Current ability level may be sufficient
Deductive Reasoning	10.6	14.1	11.5	<	Some improvement in abilities may be required
Speech Recognition	9.9	14.1	11.1	<<	Extensive improvement in abilities may be required
Originality	7.6	12.6	11.8	0	Current ability level may be sufficient
Fluency of Ideas	7.6	12.5	10.1	<	Some improvement in abilities may be required
Memorization	5.6	8.9	8.1	0	Current ability level may be sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

Activities that Both Occupations Have in Common		Similarity of Focus Occupation to Associated Occupation: 95
<b>Focus Occupation: Training and Development Specialists (13-1073)</b> <b>Associated Occupation: Training and Development Managers (11-3042)</b>		
Work Activities	Exclusivity of Activity	
Assess staff or applicant skill levels	84	

Assign work to staff or employees	30
Conduct training for personnel	30
Develop course or training objectives	42
Develop training programs	85
Edit written material	68
Evaluate training materials	92
Identify training needs	87
Monitor training costs	95
Orient new employees	59
Schedule or contract meeting facilities	80
Schedule training	99
Train instructors in training techniques	95
Write employee orientation or training materials	80

Not all positions in these occupations will necessarily perform all of the listed activities. The exclusivity rating is an indication of how unique the activity is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations engage in that activity.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Tools and Technologies that Both Occupations Have in Common

Similarity of Focus  
Occupation to Associated  
Occupation: 94

**Focus Occupation: Training and Development Specialists (13-1073)**  
**Associated Occupation: Training and Development Managers (11-3042)**

Tools and Technologies	Exclusivity
Business function specific software	1
Computers	1
Content authoring and editing software	1
Content management software	6
Development software	4
Educational or reference software	12
Finance accounting and enterprise resource planning ERP software	2
Information exchange software	1
Network applications software	1
Projectors and supplies	13

Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.